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SECURITY INFORMATION

11 June 1953

TO : Director of Security
FROM : Chief, Special Security Division
SUBJECT: Activities Report for May 1953
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GENERAL:

Special Security

2. In addition to performing other functions assigned to the Operations Branch, a recent survey indicated that, during a normal week's activity, supervisors and desk chiefs in Operations Branch conducted interviews and answered inquiries totaling 583 separate actions. The answering of such inquiries and the conduct of interviews were devoted to consultations and involved guidance and advice on diverse security problems.

4. During the month of May this Division briefed two representatives of the DD/P complex in regard to functions of this Division. They were escorted through the Division, introduced to Branch and Desk Chiefs, and were thoroughly briefed and informed on the functions and duties of each Branch and the facilities available through this Division.

5. The policy paper on "Official Cover", which was commented upon by the Chief, FI/DDP and was sent to DD/A, was referred by DD/A to the Agency Inspector General. At a meeting attended by the Chief, Plans/FI/DDP, and the Director of Security with the Inspector General,

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12

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~~CONFIDENTIAL~~
SECURITY INFORMATION

CONFIDENTIAL

- 2 -

the Inspector General stated that the Cover Branch, SSD, and the Liaison Control Branch, DD/P, each have certain areas of interest relating to Official Cover and requested an Agency Regulation be prepared setting forth the responsibilities of offices of the Agency in relation to Official Cover. The Chief, Official Cover Branch, SSD, and the Chief, Liaison Control Branch, DD/P, are drafting an Agency Regulation on Official Cover responsibilities.

INVESTIGATIVE:

1. The attached chart, Tab A, covers the period 1 January 1953 to 31 May 1953. It reflects the total overt and covert cases received, the total cases pending, the total cases closed, and the total cases over ninety days old.

a. The total cases received during May decreased to 1,428 from the April 1953 total of 1,607 cases. It is noted in that regard that in March 1953 2,006 cases were received, the highest number of receipts in any month since August 1951. This March figure would reflect itself in cases presently pending.

b. The total cases pending in May decreased 1.8% under April 1953 (from 3,182 to 3,122 cases), in spite of the heavy receipt of cases in March 1953.

c. The total finals submitted in May were at the same approximate level as April 1953 (1,488 in May; 1,509 in April). March 1953 had been a high month for completion with 1,688 completions.

d. A significant note this month is the fact that the total cases over ninety days old have been reduced 28% since April 1953 (from 287 to 206 cases). This is the lowest point in the past fourteen months and was accomplished although March 1953 had the highest number of cases received in almost two years.

2. The attached chart, Tab B, compares the total pending open and covert cases for 1 January 1953 through 31 May 1953.

a. The total pending open cases during May increased 12% over April 1953 (from 1,286 to 1,464 cases). In this regard it was noted that since February 1953 receipts of open cases have been steadily increasing, rising from 459 in February to 765 in May. Receipts are at a higher point

SECURITY INFORMATION

CONFIDENTIAL

- 3 -

point this month than at any time since November 1951, with the exception of the months of July 1952 and October 1952 which were 837 and 791 respectively. Completions of open cases likewise have increased since February 1953.

b. The total pending covert cases decreased 12% during May under the April 1953 total (from 1,896 to 1,658 cases). In this regard it was noted that receipts of covert cases were at their highest peak in the past two years in March 1953 when 1,343 covert cases were received. Receipts have since decreased to 888 in April and 663 in May. Completions of covert cases were correspondingly high in March 1953 when 1,169 cases were completed, the highest number of completions in two years. Completions in May were still at a high level when 901 covert cases were completed.

3. The attached chart, Tab C, reflects the average agent case load of field agents for the past year, month by month. These figures exclude national agency name checks conducted. The average agent case load in the field for May decreased 4.8% under April 1953 (from 10.4 to 9.9 cases). This month's average is slightly above the average for the past five months (9.8 cases per agent).

4. Attention is invited to Graph I (Tab D) which reflects a decrease in completed actions by the Special Referral Branch as of 31 May 1953 as compared with 30 April 1953 in the "Administrative, Investigative and Operational Assignments" category; however, it is to be noted that the pending case load in this category has been reduced slightly due to the fact that cases received during the month fell off slightly. The decline in the completed actions in this category is also due to the fact that all available manpower was used in clearing up the backlog of CE checks.

5. Graph II (Tab D) shows an increase over April 1953 of approximately 500 requests from other Government agencies for checks of our Agency records and a corresponding increase in the pending case load in this category of cases. This increase is attributable to a fairly large group of requests submitted by the FBI on United Nations personnel. Attempts will be made during the coming month to reduce this unusual pending case load.

6. Graph III (Tab D) reflects that the pending case load of CE checks has been reduced by a total of 351 cases. Although the completed cases for this month were approximately 300 less than last month, it is to be noted that there are only 24 cases over sixty days old at the end of May 1953 as compared with 244 cases over sixty days

SECURITY INFORMATION

CONFIDENTIAL

- 4 -

old at the end of April 1953 as shown in the following statistical report:

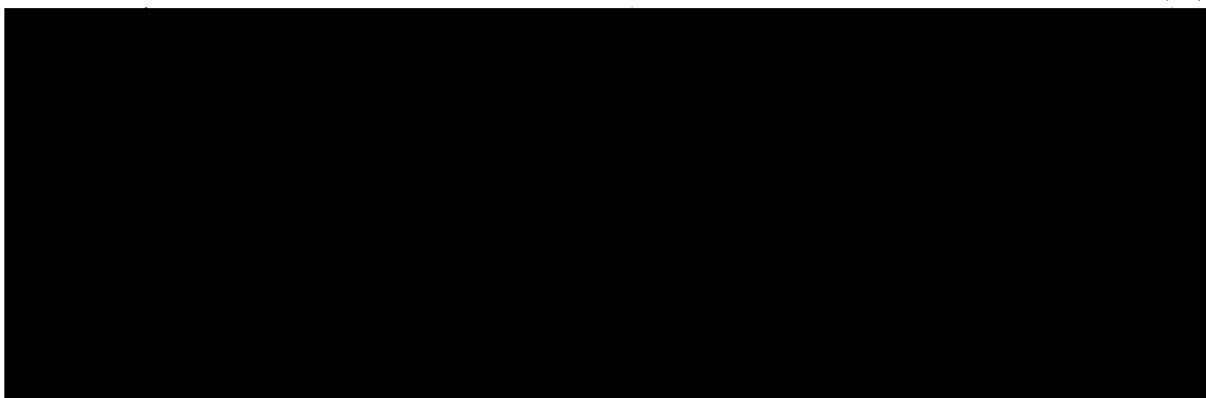
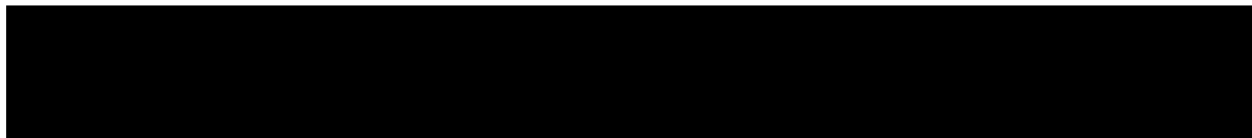
	<u>April Totals</u>	<u>May Totals</u>
Received in December	18	0
Received in January	53	0
Received in February	173	4
Received in March	0	20
	<u>244</u>	<u>24</u>

SUPPORT:

1. Since the first of the year this Division has, in connection with various support and service missions for other components of the Agency, supervised the travel of agents of the Security Office in escort missions involving visits to thirteen foreign countries.

2. A survey of the operational support work conducted by the Special Referral Branch revealed that such work required 401 man-hours of work on the part of SRB agents during the month of May. This reflects a slight increase over the support work completed in the month of April 1953.

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TRAINING:

1. During the past month three agents of this Division completed a course provided by TSS involving technical procedures adaptable to functions of this Division. An agent assigned to this Division recently completed the five-week operational training course.

SECRET

CONFIDENTIAL

SECURITY INFORMATION

- 5 -

2. Three supervisors of this Division have been accepted under Agency auspices to take an extended course at a local Washington educational institution on the general subjects "World Communism" and "Soviet Russia". An agent of this Division has recently been accepted for training under Agency auspices at the CIC training facility at Camp Holabird, Baltimore, Maryland.

3. Seventeen agents completed the Agents Specialized Training Course conducted during the month of May.

4. Twelve field agents are continuing their informal language studies through the medium of phonograph records and manuals encompassing six different languages.

PERSONNEL:

1. In May, six agents entered on duty and two separated voluntarily. Two clerical employees reported for duty and four were lost through transfer or resignation. The clerical crisis still exists - net losses have occurred for the past four months.

2. Seven new investigators are being processed and eight to ten are expected to be added shortly. This indicates the need for another training course to begin approximately 15 - 31 July 1953.

3. [REDACTED] has been approved, providing five additional slots attached to the OS/SI Desk of Operations Branch. Specific personnel will be assigned to these slots as soon as the official revised T/O is received.

4. For recreational purposes a softball competition is being conducted. Clerical and supervisory personnel, both male and female, are participating in this program. The next competition is scheduled for 14 June 1953.

INSIDE SSD:

Operations Branch - Project Desk

To adequately meet the demands of increasing Agency operations in the project field considered in terms of providing proper security advice, effective safeguards, and expedite clearances, the Project Desk was implemented in January 1951. Analysis and experience had indicated the need of specialization from a security standpoint in handling as a unit the clearances of covert personnel who were intimately associated

~~SECRET~~
SECURITY INFORMATION

~~SECRET~~
SECURITY INFORMATION

~~CONFIDENTIAL~~

- 6 -

in an operation and giving operational support in instances where such support was inherently tied in with other phases of the project being handled by the Desk. The wisdom of this decision and its justification were amply supported by the fact that during the first month of its operation the Project Desk was manned by one supervisor who handled twenty-four cases arising from one project. Within three months from the date of its implementation, the Project Desk was receiving requests for clearances averaging 375 per month.

Gradual increases in personnel were necessary and, at the present time, consistent with the growth and work demands, this Desk is staffed by a Chief, nine supervisors, and five clerks. From its simple origin in terms of personnel and case load, the Desk has progressed in a relatively short period of time to a point where its pending case load averages between 1,000 and 1,500 cases per month, involving 120 different, diverse, and complicated Agency projects.

In addition to its function of supervising the investigations upon which clearances are based and of granting or denying clearances, the Desk maintains a close liaison with representatives of the area divisions responsible for the operation of these projects. This liaison is designed to provide guidance and advice in regard to specific project problems falling into widespread categories of security matters.

A representative of this Desk has been designated to attend frequent meetings of the Project Administrative Planning Committee. This Committee, which considers and approves the administrative plans of proposed projects involving the expenditure of over \$25,000, refers to the Project Desk representative for advice and guidance in problems regarding security of new projects.

The Project Desk is continuing in its endeavor, in accordance with its original design, to provide security guidance and support to all components of the Agency and anticipates continuing success in this field.

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Attachments:

4 Charts

(Tabs A, B, C and D)

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